

APPENDIX I

GLOSSARY

ACCOUNTABILITY—The obligation imposed on anyone authorized to have custody or possession of public property, to produce the property or evidence of authorized disposition when directed.

ACCOUNTABLE ACTIVITY—Activities that receive and issue materials in and out of a stores account (NSA or APA), maintain required records, and submit returns that reflect current inventory status.

ACCOUNTABLE OFFICER—An officer charged by law, regulation, or lawful order with the responsibility for public funds or property. In Milling this responsibility he/she must maintain accurate records, ensure that the funds or property are properly used, and submit periodic returns that reflect current inventory status.

ACCOUNTING PERIOD—A definite period of time fixed by law or administrative action, for assembling, recording, or reporting accounting data.

AEL—Allowance Equipage List. Contains the onboard allowance of equipage and supplies to support the ship's mission.

AFLOAT CONSUMPTION COST AND EFFECTIVENESS SURVEILLANCE SYSTEM (ACCESS)—A system that uses automatic data processing equipment to collect and summarize basic consumption data. It is generated during the course of supply operations afloat. The data collected comes from issue documents used in shipboard supply systems. ACCESS also collects obligation and deficiency data from fiscal operations and other Navy programs. ACCESS provides fleet commanders, type commanders, and ships with information about the overall supply operation. Reports are tailored to the needs of management at each level of command. That way attention can be placed on the data that is of greatest importance. Identification of problem areas is one example of how the reports may be used.

ALLOWANCE ITEMS—Items that appear in authorized allowance documents (e.g., COSAL, APL, and ISL) with an allowed quantity.

ALLOWED ITEMS—Allowance and nonallowance items that qualify for local stocking, or be procured as DTO material for immediate or planned use.

APA—Appropriations Purchase Account. Material purchased by a bureau or command that has been charged to appropriated funds. The material is then available for issue to end-users without charge to operating funds.

APPROPRIATION—An authorization from Congress to obligate public funds (known as obligations) for specific purposes and to make payments from the treasury to pay those obligations. The making of these obligations and payments are restricted by time and monetary limitations.

APPROPRIATION SYMBOL—A symbol used to identify a specific appropriation on accounting documents.

ASSEMBLY—When repairable are returned from the user for shipment to the designated overhead point (DOP), you must sort out and tally the weight of items to be packaged or that are already unit-packaged. This is the ASSEMBLY process. It is at this point that light and fragile items are segregated from heavy, rugged items and that the type of packaging necessary for each is determined.

AUTHORIZATION ACCOUNTING ACTIVITY—The activity designated to perform allotment accounting for a ship or another activity. Allotment accounting does not include OPTAR accounting.

AUTOMATED SHIPS—Ships equipped with an electronic digital computer (EDC) system that processes supply and accounting documents and records.

AVERAGE ENDURANCE LEVEL—The quantity of on hand material required to sustain operations

for a period of time without augmentation. It is set half-way between the safety level and stockage objective. That is, the safety level plus one-half of the operating level.

BACKORDER—A requisition that cannot be filled by the supply activity from current stock that is being held until additional stock is received.

BACKORDER RECONCILIATION REQUEST—A request from a supply source to a requisitioner to compare requisitions held on backorder by the supply source with those carried as outstanding by the requisitioner.

BACKORDER RECONCILIATION RESPONSE—Reply to a reconciliation request advising the supplier to hold the backorder until it can be supplied or to cancel it.

BILL OF LADING—A document that acknowledges receipt of material by a commercial carrier. It serves as a contract between the shipping activity (U.S. Government) and the carrier for carriage of the material.

BREAKOUT—The act of taking stock from bulk storerooms for issue, transfer, or sale.

CANCELLATION—A total or partial discontinuance of supply action requested by the requisitioner and confirmed by the supplier.

CARGO—Items of supplies, materials, stores, baggage, or equipment (gear) that are transported as freight. This is in contrast to those items that are transported as part of passenger movements.

CARRIED ITEMS—Stocked items on which the supply department maintains stock records showing current on-hand stock balances.

CARRIER—This term includes railroads, small parcel carriers, freight forwarders, motor carriers, barge and steamship carriers, air carriers, pipeline companies, and the Navy's all cargo contract airlift system (QUICKTRANS).

CHARGEABLE ACTIVITY—The activity for which an expenditure represents a cost of operation.

COGNIZANCE (COG) SYMBOL—A two-character symbol that designates the stores account in which a type of material is carried and the responsible inventory control point.

COMBINED ACCOUNTABILITY—Refers to the operating procedures to be followed when the

ship's store retail outlet and bulk storerooms are operated by the same person.

COMMON CARRIER—Under U.S. law, this is a person or a company engaged in the business of transporting passengers or property for compensation.

CONSIGNEE—The activity or person designated to receive the shipment of material.

CONSIGNOR—The activity or person shipping the material. The consignor enters into the bill of lading contract with the carrier.

CONSUMABLES—Items not specifically designated as equipment or repair parts. Examples are administrative and housekeeping items, common tools, paints, cognizance symbol 11 forms. When material is to be used for accomplishing maintenance actions, it is considered consumable for procurement transactions.

CONSUMPTION DOCUMENT—A form used to record and/or report shipboard issue of material. Consumption occurs at the time material is issued regardless of when it is used. The NAVSUP Form 1250-1 is the consumption document used by most nonautomated ships. The DD Form 1348 is the consumption document used by most automated ships.

CONTRACT CARRIER—Under U.S. law, a person or company other than a common carrier who, under special and individual contracts or agreements, transports passengers or property for compensation.

CONTROLLED EQUIPAGE—Selected items of equipment that require increased management control due to high cost, vulnerability to pilferage, or essentiality to the ship's mission. Controlled equipment (e.g., life preservers, gas masks, binoculars, and firearms) generally is carried on board in allowance quantities only. It requires special inventory control. Items classified as controlled equipment are listed in the NAVSUP P-485.

COSAL—Coordinated Shipboard Allowance List. Contains nomenclature and nameplate data on equipment, identification data for repair parts, and designates the allowance of repair parts to be stocked in supply storerooms.

COST ITEMS—Material used in ship's store service activities (such as the barbershop or laundry) in the performance of a service to patrons, and items sold through cup-type vending machines.

CRITICAL ITEM—An item essential to the operational readiness of a ship or aircraft. It is in short supply in system stocks (or expected to for an extended period of time). Lists of critical items, with reporting instructions, are distributed periodically by inventory managers (ASO and SSPO) to designated ashore and afloat activities. The term may also be used afloat to refer to high usage, bulky consumables (e.g., "never out" items such as rags, toilet paper, etc.) that, because of space constraints, must be replenished at every opportunity.

CUBE—The amount of space occupied by an item to be shipped. It is normally expressed in cubic feet to the nearest tenth. The cube of an item is determined by multiplying the length times the width times the height.

CUSTODY—Responsibility for the care, stowage, use, and records of Navy material.

DEFENSE TRANSPORTATION SYSTEM (DTS)—Consists of military controlled terminal facilities; Military Airlift Command (MAC) controlled aircraft; Military Sealift Command (MSC) controlled or arranged sealift; and government-owned or controlled air or land transportation.

DEMAND—The total quantity of an item that has been used during a specific period of time. A request for a not carried item to be procured. An issue of a stock item.

DEMAND-BASED ITEM (DBI)—Peacetime operating stock (POS) items.

DIRECT TURNOVER (DTO) MATERIAL—Any consumable, repair part, or equipage item ordered from sources external to the ship for DTO to the using department for immediate or planned use.

DLA—Defense Logistics Agency Supply System. Management responsibility and control of items in common use by all military services.

DOCUMENT IDENTIFIER—A three-digit code that identifies the purpose of a MILSTRIP document.

DODPM—Department of Defense Military Pay and Allowance Manual.

DTG—Date/Time Group. The identifying number assigned to naval messages by the originator. It consists of the date, time, month, and year.

DTO—Direct Turnover. Material ordered to fill an immediate requirement and issued to the requesting department upon receipt.

DUNNAGE—Material (such as lumber or burlap) used in stowing material to provide protection to both the material and the ship.

EIC—Equipment Identification Code. A seven-digit alphanumeric code used to identify an equipment or its components or parts for the Maintenance Data Collection System.

ENDURANCE—The period of time required for a ship to use a definite quantity of supplies.

END-USE—Refers to the final accounting for material when it is issued from a stems account with a charge to operating finds.

EQUIPAGE—Items of a durable nature that are not consumed in use and are essential to the ship's mission. An allowed quantity is usually determined on an individual ship basis and is contained in an APL, AEL, or similar list. Does not include mechanical, electrical, ordnance, or electronic equipments, components, or systems. Equipage items are identified with end use applications aboard ships to the extent that an allowed quantity of the item can be determined on an individual ship basis. Equipage items comprise the greater majority of items listed in the AELs and Part IIIB of the COSAL. Chargeable items of equipage are identified in procurement, receipt, and consumption documents by the letter "E" in the second position of the applicable fund code (See NAVSO P-3013).

EQUIPMENT—Equipment includes any functional unit of hull, mechanical, electrical, electronic, or ordnance-type material that is operated by itself or as a component of another system or subsystem. It is identified by a Component Identification Number (CID) or similar number.

EQUIPMENT AND EQUIPAGE REPLACEMENT FUNDED BY TYPE COMMANDER AS CONTROLLED EQUIPAGE—Durable, high-priced, and essential items of equipment and equipage not designated as controlled equipage. They are replaced only during a ship's regular overhaul. Replacements of such items (e.g., anchors, shots of chain, chain stoppers, binnacles,

pelorus, laundry equipment), accomplished during a regular overhaul, are chargeable to overhaul funds. If replacement of such items is required between overhauls, an OPTAR augmentation normally will have to be requested from the type commander.

EQUIPMENT VALIDATION—The procedure of making sure that equipment descriptions shown on the allowance lists agree with the nameplate data on the installed equipment. This procedure usually begins at least 6 months before the ship arrives at a shipyard for the supply availability.

EXCEPTION STATUS—Any supply action taken on a requisition other than issue of material in the quantity requested.

EXPENDITURE—Any act that results in a decrease in Navy assets (material or funds).

EXPIRED APPROPRIATION—An appropriation that is no longer available for obligation but is still available for disbursements to liquidate existing obligations.

FEDERAL CATALOG SYSTEM—The cataloging system under which all items under centralized inventory control of the DOD and civil agencies of the U.S. Government are named, described, classified, and numbered.

FISCAL YEAR—A 12-month period selected for accounting purposes. The government fiscal year begins 1 October and ends 30 September of the following calendar year.

FOLLOWUP—An inquiry to the last known holder of a requisition made by the requisitioner as to the action taken on that requisition.

FOLLOWUP REPLY—The current status of a requisition. Furnished by the supply activity in response to a followup.

FORCE/ACTIVITY DESIGNATOR—A Roman numeral designator that relates to the military mission of the force or activity.

FREQUENCY OF DEMAND—The number of times that an item has been issued.

FSC—Federal Supply Classification. The first four digits of the NSN that indicates the group and class of an item. Use of the FSC permits placing all material in categories by use and characteristics.

FSCM—Federal Supply Code for Manufacturers. A five-digit code assigned to manufacturers and

suppliers for proposes of identification in various supply publications.

FUND—A segregated sum of money or other resource to be expended or used for specified purposes.

FUND CODE—A two-character code used to cite the appropriate accounting data on requisitions.

GROSS WEIGHT—The combined weight of a container and its contents including packing material.

HAZARDS—Conditions of risk known or anticipated to be encountered during shipping, storage, or handling of naval material. Hazards must be known so that an appropriate level of protection to prevent loss or damage can be instituted. Hazards are further classified as mechanical, climatic, and dangerous.

HIGH LIMIT—The maximum quantity of material to be maintained on hand and on order or to sustain current-operations. It includes the sum of stocks represented by the operating level, the safety level and order and shipping time (equivalent to “requisitioning objective”).

HULL AND STRUCTURAL (FACILITIES) MAINTENANCE PRESERVATION MATERIAL—All Navy Stock Account types of maintenance material used in hull and structural (facilities) maintenance and preservation exclusive of cleaning supplies.

ICP—Inventory Control Point. The inventory manager that has cognizance or control of material for specifications, procurement, and stocking. May be a Navy or other Defense activity.

INTER—Between or among. Used in supply operations to refer to relationships or transactions between two or more organizations (intership, interservice, interstate, etc.).

INTERMEDIATE MAINTENANCE ACTIVITY (IMA) TECHNICAL STORES— supply department stocks of repetitively demanded repair parts and equipment-related consumables (on board tenders and repair ships). They are stored in other departmental spaces for ready availability in accomplishing IMA functions. To qualify for inclusion in “IMA technical stores,” an item must be used by only one shop (or one group of contiguous shops), and must meet the frequency of demand criteria set by the type commander.

The quantity of each item in the custody of another department, plus the on-hand quantity of any “backup” stock in supply department storerooms, must not exceed the ship’s prescribed stockage objective. IMA technical stores will not include MTR items, critical items, or PEB items. They also do not include bulkhead mounted spares or bulky consumables which are otherwise authorized to be stored in other departmental spaces.

INTERMEDIATE PACKAGE—The consolidation of two or more unit packages for ease in handling, storage, and shipping by the use of tie, wrap, bag, or interior containers, limiting the weight to 35 pounds, when possible.

INTRA—Within. Used in supply operations to refer to relationships or transactions entirely within one organization (intraship, intraservice, intrastate, etc.).

INVENTORY—The quantity of stocks on hand for which stock records (cards/listings/tape) are maintained. It also means that the material on hand is physically inspected and counted, and stock records reconciled.

INVENTORY CONTROL—Information in connection with material as to amounts on hand, amounts on order, rate of consumption, and prospective future rate of consumption.

INVENTORY SEGMENT—A subgrouping of stock material for physical inventory purposes. The segment may be by cognizance symbol, or Federal supply class. The segment may be some other form of commodity grouping, like SIM items, shelf-life material, boat spares, electron tubes, boiler tubes, fire brick, and so on.

ISSUE—Expenditure of material from the supply officer’s custody to shipboard use.

LOW LIMIT—The stock position that signals the need to initiate replenishment action. It includes the sum of stocks represented by the safety level and the order and shipping time (equivalent to “reorder point”).

JTR—Joint Travel Regulations, volume 1, Members of the Uniformed Services and volume 2, Civilian Personnel.

MAINTENANCE ASSISTANCE MODULES (MAMS)—Replaceable assemblies (modules) needed to perform an approved maintenance plan

which calls for identifying the fault of failed module through progressive and/or selective module substitution. MAMs are found in the COSAL.

MAINTENANCE DATA SYSTEM (MDS)—A basic element of the 3-M program. It provides a means of recording maintenance actions in great detail. In addition to recording maintenance actions performed, the system provides data about the initial discovery of the malfunction, such as how the equipment malfunctioned, how many man-hours were expended, what equipment was involved, what repair parts and materials were used, what delays were incurred, the reasons for delay, and the technical specialty or rating that performed the maintenance.

MAINTENANCE AND MATERIAL MANAGEMENT (3M)—A system of recording, reporting, and evaluating the maintenance requirements of the fleet.

MAINTENANCE SOURCE CODE—A code that identifies the source of parts or other materials obtained from other than normal supply channels. When applicable, it is entered on NAVSUP Form 1250-1 or DD Form 1348 to document and report the use of nonissued maintenance items. Maintenance source codes are found in the NAVSUP P-485.

MANDATORY TURN-IN—A term applied to designated repair parts and components and which requires that the defective item be turned in when a replacement is ordered

MANIFEST—A detailed listing by type of all cargo loaded in any one conveyance destined for a particular discharge point.

MARKING—The application by stamping, printing, painting, labeling or tagging of numbers, item name, NSN, symbols, or colors on containers and items for identification during shipment, handling, and storage.

MATERIAL CONTROL CODE—A one-letter code assigned by the inventory manager to indicate the rate of usage or to designate those items having special reporting and/or control requirements.

MCRL—Master Cross-Reference List. A conversion list from reference to NSN.

MDCS—The Maintenance Data Collection System provides a method of accumulating data on labor and material used in equipment maintenance.

MEDIA AND STATUS—A one-digit code assigned to MILSTRIP requisitions that indicates the type of status required and the activity to receive it.

MILSTAMP—Military Standard Transportation and Movement Procedures. Provides standard procedures, forms, and language to be used by all military services and other agencies using the DOD transportation system. This is accomplished by the use of uniform coded and noncoded data, formats, and procedures. MILSTAMP is promulgated by DOD Regulation 4500.32R.

MILSTRIP—Military Standard Requisitioning and Issue Procedures that provide common forms and language for requisitions, issues, and transfers within the Department of Defense.

MILSTRIP SUPPLY DEMANDS—The MILSTRIP document number used to construct the TCN. When the shipment unit is composed of more than one supply line item, the document number of the line item containing the earliest required delivery date (RDD) or the earliest document date is selected as the basis for the TCN.

ML-N—Management List-Navy. The “price list” for all material used by the Navy except medical supplies, subsistence, and ammunition. It also contains other elements of inventory management information.

MODULAR CONTAINERS—A series of specific-size containers so designed that they can be arranged together like blocks in several patterns and form uniform palletized unit loads.

MPP—Navy and Marine Corps Military Pay Procedures.

NC—Not Carried. Material for which there is no storeroom allowance.

NET WEIGHT—The total weight of an item. It does not include the weight of the container or packaging material.

NIIN—National Item Identification Number. A nine-digit number assigned to a specific item of material for purposes of identification.

NIS—Not In Stock. Material that is normally stocked in the storeroom but the supply of which is temporarily exhausted.

NONALLOWANCE ITEMS—Items that do not appear in authorized allowance documents or, that appear without an allowed quantity.

NONAUTOMATED SHIPS—Ships that do not have EDC equipment for processing supply and accounting documents and records. Ships having only keypunch facilities are considered to be nonautomated.

NON-MILSTRIP SUPPLY DEMANDS—In the absence of a MILSTRIP requisition, a TCN is constructed using the originator’s unit identification code (UIC), the date, Alpha Code, and serial number(s).

NON-SIM ITEM—An item that does not have sufficient demand frequency to qualify as a SIM item.

NOT CARRIED (NC) ITEMS—Synonymous with the term *nonstocked material*. Items that are not stocked (i.e., items for which the supply department does not maintain stock records showing current on-hand stock balances).

NOT IN STOCK (NIS) ITEMS—Carried items that are on board when a demand occurs.

NSA—Navy Stock Account. Inventory of stores purchased from the Navy Stock Fund that have not yet been expended to end-use.

NSF—Navy Stock Fund. A revolving fund which finances the purchase or manufacture of 11 stores supplies, and services that are to be taken up in the NSA.

NSN—National Stock Number. Composed of the FSC and nine-digit NIIN.

NTI—Navy Travel Regulations.

OPERATING LEVEL—The quantity of material (exclusive of safety level) needed to sustain operations during the time between two successive requisitions. Normally, it is the quantity between the requisitioning objective (high limit) and the reorder point (low limit).

OPERATING SPACE ITEMS—Items required in shipboard operating spaces (e.g., shipfitter shop, electrical shop, laundry, etc.). These items are not recorded in stock records and are not under control of the supply office. Management of operating space items is vested in the department heads who control the operating spaces where they are located. The COSAL has a consolidated list of operating space items for the guidance of

department heads. These items generally are equipage-type items or specific equipment-related consumables maintained under individual department head custody. The nuclear weapons segment of the COSAL also includes general-use consumables for which backup material may be stocked by the supply department when supply department stowage space is adequate.

OPTAR—Operating Target. Obligational authority, which is granted by type commanders to ships and commands under his control, to cite his allotment in procuring materials and services. Instructions and limitations are provided by each type commander.

ORDER AND SHIPPING TIME—The elapsed time between the submission of a requisition and the receipt of the material requisitioned (equivalent to procurement lead time).

OUTSTANDING REQUISITION—A requisition for which not all requested material has been received.

PACK—A container, bale, bundle, pallet, or other similar medium that is of sufficient strength, to be stored or shipped safely without additional protection, usually the exterior shipping container.

PACKAGING—The application of wrappings, cushioning, and interior containers to an item, depending on the type of load and level of protection required. This does not include the exterior shipping container. Packaging is used to prevent loss or damage from physical hazards. Afloat, items should be packaged individually, limiting the weight to 20 pounds when possible.

PACKING—The placement of unit and intermediate containers into an exterior shipping container or onto a pallet. Included is the necessary interior blocking, bracing, and cushioning to prevent physical damage or loss to the item and its packaging.

PALLET—A low wooden or steel wire platform on which unit loads can be loaded and moved by fork trucks, cargo nets, or other materials-handling equipment.

PALLETIZING—The placement of banding, when necessary, on units or shipping containers of material on pallets.

PARTIAL SHIPMENT CODE—A code applied by shipping activities that indicates the transportation action which resulted in the release of a shipment unit in more than one increment. That is, the shipment unit exceeds the capacity of a single conveyance or for some other reason must be shipped in two or more conveyances by the same or mixed modes.

PEACETIME OPERATING STOCK (POS) ITEM—Synonymous with the term demand-based item. A term used by automated ships to identify items that have a relatively high issue rate. Normally, an item that has a demand frequency of two or more in a period of 6 months and continues to have at least one demand every 6 months thereafter is a POS item. It is the equivalent criteria of SIM items for nonautomated ships. The quantity of a POS item is that portion of the requisitioning objective that supplements the allowance and/or load list quantity(ies). If a POS item is not an allowance or load list item, the entire quantity of the requisitioning objective is considered to be POS. Semiannual review of stock records for POS items is required for recomputation of requisitioning objectives.

PORT OF DEBARKATION (POD)—The authorized point of entry into a foreign country or CONUS.

PORT OF EMBARKATION (POE)—The authorized point of departure from a foreign country or CONUS.

PRE-EXPENDED BIN (PEB) MATERIAL—SIM items having a low unit cost (\$25 or less) and frequent usage. PEB items are expended from supply department records and placed in locations conveniently available to maintenance personnel.

PRE-EXPENDED MATERIAL—Material that has been issued and expended from stock record cards. A small stock is maintained by the using department for general maintenance work.

PRESERVATION—The application of appropriate cleaning and drying methods, preservatives, and coatings.

PRIORITY—A numerical designation, assigned to a requisition by the requisitioner, which is used to establish processing time for the requisition and anticipate delivery time for the material.

PRIORITY DELIVERY DATE—The maximum standard delivery date for requested material based on date and priority of the requisition.

PRIORITY SYSTEM—A means of establishing the relative importance of a requisition for the purpose of assigning a priority. The present system is based on the Force/Activity Designator and the urgency of need.

PRIVATE MESS—A mess (such as the wardroom mess) in which the cost involved is not met by appropriated funds.

PROCUREMENT—The act of obtaining materials or services.

PROJECT CODE—A three-character code used on requisitions to identify the purpose for which the material is ordered.

RATION—One day's legal allowance of food for one person

READY SERVICE SPARES (RSS)—Repair parts and spares designated by Hardware Systems Commands (HSCs) during Maintenance Engineering Analysis (MEA) to be stored in or near certain equipments for troubleshooting and for effecting rapid equipment/system repairs. A ready service spare will appear in the COSAL. This item may also appear in the SNSL as a storeroom item if usage warrants backup support.

REFERENCE NUMBER—A number used to identify a repair part. It may be a manufacturer's part number, a drawing number, or a specification or standards number.

REORDER POINT—The stock position that signals the need to initiate replenishment action. It includes the sum of stocks represented by the safety level and the order and shipping time (equivalent to 'low limit').

REPAIR PART—A manufactured and replaceable part or assembly for a piece of machinery or equipment. Items, including modules and consumable-type materials, that have an equipment application and appears in an Allowance Parts List (APL), Stock Number Sequence List (SNSL), Integrated Stock List (ISL), Naval Sea Systems Command drawings, or a manufacturer's handbook. The COSAL lists repair parts and equipment-related consumables normally stocked by the supply department.

REPAIRABLE—A component or part designated by the cognizant inventory manager as an item that can be economically repaired when it becomes unserviceable. These recoverable items represent a high monetary investment, and their availability is essential to fleet operations. Some of these items may be disposed of locally when they become unserviceable and cannot be repaired by an organizational or intermediate maintenance activity. Mandatory turn-in repairables must be transferred to a designated depot level repair facility when they become unserviceable and cannot be locally repaired.

REPARABLE ITEM—A component or item that can be returned to an operable condition by the use of repair parts or by overhaul.

REQUISITIONING OBJECTIVE—The maximum quantity of material to be maintained on hand and on order to sustain current operations. It includes the sum of stocks represented by operating level, safety level, and order and shipping time (equivalent to "high limit").

RETAIL ITEMS—Merchandise sold through the ship's store.

RETENTION LIMIT—The maximum quantity of an item authorized to be retained on board load carrying ships. The retention limit consists of the allowance and/or load list quantity(ies) (or the requisitioning objective for demand-based items), plus the economic retention quantity as authorized by CINCLANFLT or CINCPACFLT. Any long supply that exceeds the retention limit is considered excess.

RETROGRADE—Any movement to the rear. Material that is being returned to rear supply or maintenance echelons away from the forward theater.

REVOLVING FUND—A fund established to carry out a cycle of operations. Such a fund is replenished by earnings or is reimbursed by collections or by charges to other appropriations for such items as commodities furnished or services rendered.

ROUTING IDENTIFIER—A three-digit code assigned to all supply support activities, other ashore activities with supply departments, and mechanized ships for the purpose of identifying them on MILSTRIP documents.

SAFETY LEVEL—The quantity of material, in addition to the operating level, required for continuous operations in the event of interruption of normal replenishment or unpredictable fluctuations in issue demand.

SELECTED ITEM MANAGEMENT (SIM)—An inventory control principle which, in nonautomated ships, focuses management attention on the small percentage of items that experience the majority of onboard demands for material. Inventory management techniques that apply to repair parts and consumables designated as SIM items in nonautomated ships are found in the NAVSUP P-485.

SERVICES—Nonmaterial requirements such as equipment, rental, commercial telephone, ferry tickets, or similar services authorized by proper authority. For accounting purposes, documents for services will indicate the appropriate fund code as shown in NAVSO P-3013.

SIGNAL CODE—A single-letter code on a MILSTRIP requisition that designates who is to receive the material and who is to pay for it.

SIM—Selected Item Maintenance. An inventory control system by which maximum attention is given to those items experiencing a high rate of usage.

SIM DTO ITEM—Any consumable item that meets the frequency of demand criteria for a SIM item but is not stocked by the supply department, usually because of space limitations. Materials received are issued immediately to the using department.

SIM ITEM—An item that has experienced a frequency of demand of two or more within the past 6 months or has a predictable demand frequency of two or more based on deployed or seasonal usage. (Similar to criteria for terms ‘peacetime operating stock and “demand-based items” used in automated ships.) Frequency of demand is defined as the number of separate times an item is issued, regardless of the quantity of each issue.

SPLIT SHIPMENT CODE—TM code is reserved for use by transshipment activities. The shipping activity always assigns code “X” to the 17th position. This code is used to indicate that the increment of the shipment unit (complete or partial) generated by the shipping activity must be

further divided into two or more increments for onward movement in separate conveyances. The transshipping activity identifies each increment consecutively in the 17th position beginning with code “A.” The last increment is always identified with code “Z.”

STOCK ARTICLE—A collection of like items within a class.

STOCK-FUNDED SHIPS—Ships in which the inventory of general stems and repair parts is carried in NSA. The ship’s OPTAR is charged when material is issued from supply storerooms to the using departments.

STOCK ITEM—Consists of each size or color, et cetera, of an article.

STOCK UNIT—The smallest quantity of a stock item that can be issued.

STOCKAGE OBJECTIVE—The maximum quantity of material to be maintained on hand to sustain current operations. It includes the sum of stocks represented by the operating level and the safety level.

SUPPLIES AND EQUIPAGE FUNDS—The term referring to funds granted to type commanders to support the normal operating expenses of the fleet.

SUPPLY AVAILABILITY—The period of time assigned for the accomplishment of a supply overhaul.

SUPPLY OPERATIONS ASSISTANCE PROGRAM/INTEGRATED LOGISTICS OVERHAUL (SOAP/ILO)—The concerted efforts of assigned shipboard personnel, under the supervision of ashore-based SOAP/ILO team members, to refine shipboard inventories of repair parts; to update related stock records consistent with prescribed allowances or other stowage objective criteria; and to identify material deficiencies and/or excesses. A SOAP/ILO, is designed to improve the supply readiness of the ship, entails the offload, identification, and inventory of shipboard stocks of repair parts, disposition of excesses, requisitioning of deficiencies, and the reload and restorage of allowed items in authorized quantities. SOAP/ILOs are performed (usually during a shipyard overhaul) in ships designated and scheduled by the type commander.

SUPPLY OVERHAUL—The physical effort involved in purifying and adjusting onboard stocks and records to bring them into agreement with the prescribed allowances, thereby improving the supply readiness of the ship.

SUPPLY SOURCE CODE—Identifies the basis or means of material availability at the time an item is requested. It is a code that identifies previously issued material that is returned to the supply department in ready for issue (RFI) condition. The supply source codes to be used are found in the NAVSUP P-485.

SUPPLY SUPPORT—The materials and services that are necessary for the operation of the ship and which are obtained from ashore activities or other ships.

SUPPLY SUPPORT CENTER—A single point of contact between the supply department and the ship's other departments to provide material identification, requisition status, and stock status information.

SURVEY—The procedure used to expend material from stock records and accounts when it is deteriorated, damaged, lost, missing, or otherwise unavailable for its intended use.

TARE WEIGHT—The weight of the container and the material used for packing.

TCN FOR SHIPMENT UNITS IN CONSOLIDATION—The TCN assigned to control shipment units in consolidation is the TCN of the shipment unit having the earliest RDD, or earliest TCN date.

TRANSPORTATION ACCOUNT CODES (TACs)—Four-position alphanumeric codes that identify the shipment of material to Navy operations and maintenance funds, procurement funds, and other Navy funds which ultimately reimburse the Navy Management Fund for shipment charges. They must be shown on all government bills of lading (GBLs), transportation control and movement documents (TCMDs), and other transportation documents that incur obligations against the Navy Management Fund. To find a TAC number, to MILSTAMP DOD Regulation 4500.32R, Volume II.

TRANSPORTATION CONTROL NUMBERS (TCNs)—The basic element of the MILSTAMP system. A number is assigned to each shipment unit as the shipment control from origin to destination.

TRANSPORTATION OFFICERS—Officers that act as agents for the government in the execution of contracts of carriage between carriers and the government. They initiate and receive shipments of property for which the government pays the transportation charges or in which the government has an interest.

TRANSFER—An action that shifts custody and responsibility for material from one supply officer to another supply officer or another activity.

TRUST FUND—A fund into which are deposited receipts that are held in trust in accordance with an agreement or legislative act and may be expended only in accordance with the terms of such trust or act.

UNIT IDENTIFICATION CODE—A symbol assigned by the Comptroller of the Navy to ships, aircraft units, stations, and other activities or units for purposes of identification on all accounting documents and reports.

UNIT LOAD—Assembling of packages or items into a single load, within a container, van, or palletized so it can be moved unbroken from the source to the user.

UNITIZED LOAD—A single item, or a number of items packaged, packed, or arranged in such a way that it can be handled as a single unit. Unitization may be accomplished by placing the item or items in a container, or by banding them securely together.

UNIT PACKAGE—The first tie, wrap, or container applied to a single item or a quantity, or to a group of items of a single stock number, that constitutes a complete or identifiable package.

USAGE DATA—Past experience figures showing the rate of issue for specific items of stock.

VALIDATION, EQUIPMENT—See equipment validation.

APPENDIX II

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